

APPROVED BY THE BOARD OF SELECTMEN

**MINUTES
BOARD OF SELECTMEN
REGULAR MEETING
JULY 21, 2003**

ATTENDANCE: First Selectman Robert Harrel; Evonne Klein; Joseph Warren;
Dr. Joseph Miceli; Barbara Thorne

STAFF: John Crary, Town Administrator

OTHERS: Sandy Liu; Linda Santarella

First Selectman Harrel called the meeting to order at 8:07 p.m.

REGULAR MEETING

NEW BUSINESS

CONSIDER AND TAKE ACTION ON THE FOLLOWING APPOINTMENT:

**GARY GREENE (D) AS A MEMBER OF THE ZONING BOARD OF APPEALS TO
FILL TERM OF JAMES VON KLEMPERER EXPIRING ON 6/30/04.**

**** MS. THORNE MOVED TO APPROVE THE APPOINTMENT OF GARY
GREENE (D) AS A MEMBER OF THE ZONING BOARD OF APPEALS TO FILL
THE TERM OF JAMES VON KLEMPERER EXPIRING ON 6/30/04.**

**** MS. KLEIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

**RESOLUTION APPROVING AN AGREEMENT WITH FRANK GALLAGHER OF
19 ACADEMY STREET REGARDING THE INSTALLATION OF A FENCE ON TOWN
PROPERTY**

First Selectman Harrel stated that Mr. Frank Gallagher, of 19 Academy Street, approached the Housing Authority and asked for more buffering and a fence to be placed on the Town's property. It will run parallel to the property line between the Gallagher property and the Town's property. He stated that the fence would be constructed at Mr. Gallagher's expense as he felt his privacy was being diminished. First Selectman Harrel stated that he had spoken with Mr. Gallagher and Town Counsel several times and that Mr. Gallagher agreed upon completion, that

the fence will be donated to the Town as a gift. He continued that the fence will be the same type and color as on the east side of the property and that the Housing Authority will remove the dead pine trees and do some of the landscaping. Ms. Thorne asked how far on the Town's property would the fence be on and First Selectman Harrel stated it would be right on the line.

Mr. Warren questioned the height of the fence and what the regulations were for size. He also asked what the total height would be since it was being constructed on a berm. First Selectman Harrel stated he would ask Town Counsel about the regulations.

**** MR. WARREN MOVED TO WAIVE THE READING AND APPROVE THE FOLLOWING RESOLUTION:**

WHEREAS, FRANK GALLAGHER OF 19 ACADEMY STREET HAS REQUESTED PERMISSION TO INSTALL A FENCE ON TOWN PROPERTY AT 719 POST ROAD, AND

WHEREAS, THE PURPOSE OF THE FENCE IS TO PROVIDE GREATER PRIVACY BETWEEN MR. GALLAGHER'S PROPERTY AND THE ADJOINING TOWN PROPERTY, AND

WHEREAS, THE INSTALLATION OF SUCH A FENCE WOULD BE MUTUALLY BENEFICIAL, NOW THEREFORE BE IT

RESOLVED, THAT THE ATTACHED AGREEMENT WITH FRANK GALLAGHER OF 19 ACADEMY STREET IS HEREBY APPROVED AND ROBERT F. HARREL, JR., FIRST SELECTMAN, TOWN OF DARIEN, IS AUTHORIZED ON BEHALF OF THE BOARD OF SELECTMEN TO SIGN THIS CONTRACT.

**** DR. MICELI SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

RESOLUTION AMENDING THE DARIEN EMPLOYEE RETIREMENT PLAN TO ASSURE THAT THE PLAN IS IN COMPLIANCE WITH THE INTERNAL REVENUE SERVICE REGULATIONS

Mr. Crary stated then when the Town modified the pension plan in June 2002, one of the questions that was raised was if the plan met IRS requirements. He stated that it was then submitted to the IRS for a determination as to the federal income tax qualification of the plan. He continued that the IRS had replied and requested that an amendment be made to the language dealing with the vesting of the Plan as a condition of issuing a favorable determination. The amendment will add a new Section 8.05 stating that a Member with less than five years of service will be vested with a portion of the plan if the plan is partially or completely terminated.

Mr. Warren questioned why the IRS determination was asked for now when the modification of the Plan was last summer and Mr. Crary replied that it took this long to receive a reply from the IRS. He also stated, that to his knowledge, an IRS determination had never been asked for in the past.

**** MR. WARREN MOVED TO WAIVE THE READING AND APPROVE THE FOLLOWING RESOLUTION:**

WHEREAS, THE TOWN HAS PREVIOUSLY ADOPTED THE TOWN OF DARIEN EMPLOYEE RETIREMENT PLAN (THE "PLAN");

WHEREAS, THE TOWN SUBMITTED THE PLAN AS REVISED THROUGH JUNE, 2002, TO THE INTERNAL REVENUE SERVICE FOR A DETERMINATION AS TO THE FEDERAL INCOME TAX QUALIFICATION OF THE PLAN; AND

WHEREAS, THE INTERNAL REVENUE SERVICE HAS REQUESTED AN AMENDMENT OF THE PLAN AS SO SUBMITTED AS A CONDITION OF ISSUING A FAVORABLE DETERMINATION.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF SELECTMEN OF THE TOWN OF DARIEN APPROVES THE FOLLOWING AMENDMENT TO THE TOWN OF DARIEN EMPLOYEE RETIREMENT PLAN:

1. THE TITLE OF ARTICLE 8 OF THE PLAN SHALL BE CHANGED TO "VESTING; TERMINATION OF EMPLOYMENT."

2. SAID ARTICLE 8 SHALL BE AMENDED BY ADDING AT THE CLOSE THEREOF THE FOLLOWING NEW SECTION 8.05:

8.05 VESTING EVENTS. A MEMBER SHALL BE VESTED IN THE APPLICABLE BENEFIT AS OF THE MEMBER'S RETIREMENT DATE. IN ADDITION TO THE VESTING BY REASON OF YEARS OF SERVICE AS PROVIDED IN SECTION 8.02, AFFECTED MEMBERS SHALL ALSO BE FULLY VESTED IN THE APPLICABLE BENEFIT:

(A) UPON THE COMPLETE OR PARTIAL TERMINATION OF THE PLAN, TO THE EXTENT THE BENEFIT IS THEN FUNDED;

(B) UPON ATTAINING NORMAL RETIREMENT AGE; OR

(C) WHERE OTHERWISE REQUIRED BY THE APPLICATION OF SECTIONS 401(A)(4) AND 40L(A)(7) OF THE INTERNAL REVENUE CODE OR THE REGULATIONS THEREUNDER AS IN EFFECT ON SEPTEMBER 1, 1974.

**** MS. THORNE SECONDED.**

**** MOTION APPROVED UNANIMOUSLY.**

RESOLUTION APPROVING A RENEWAL OF THE AGREEMENT WITH A.L.T. ENVIRONMENTAL HEALTH SPECIALISTS, LLC FOR SERVICES RELATING TO THE DARIEN HEALTH DEPARTMENT

Mr. Crary stated that the contract with A.L.T. Environmental Health Specialists had expired on June 30, 2003. He reported that this was for a 3 year agreement exclusively with Vincent Proto, Registered Sanitarian and Certified Food Inspector, dba ALT, to provide professional public health sanitarian services. He noted that it was the same agreement as the previous one with a 4% increase in Year 1, 3% in Year 2, and 3% in Year 3, and the funding was included in the budget. Mr. Crary stated that an important proviso was that the agreement can be cancelled in 30 days if they were dissatisfied with the services.

Ms. Klein questioned if #5 on the summary page of the contract relating to the increased hours of the part-time sanitarian, was included in the cost and Mr. Crary replied that it was not in the budget to do so this year, but maybe next year.

**** MR. WARREN MOVED TO WAIVE THE READING AND APPROVE THE FOLLOWING RESOLUTION:**

WHEREAS, THE TOWN HAS CONTRACTED WITH VINCENT PROTO, RS SINCE OCTOBER 2000 TO PROVIDE PROFESSIONAL ENVIRONMENTAL SERVICES, AND

WHEREAS, THE CONTRACT WITH MR. PROTO WILL EXPIRE ON JUNE 30, 2003, AND

WHEREAS, THE SERVICES THAT MR. PROTO HAS PROVIDED TO THE DARIEN HEALTH DEPARTMENT AND THE PEOPLE OF DARIEN HAS BEEN FOUND TO BE OF BENEFIT TO THE COMMUNITY, NOW THEREFORE BE IT

RESOLVED, THAT THE ATTACHED AGREEMENT WITH VINCENT PROTO, RS, DBA/A.L.T. ENVIRONMENTAL HEALTH SPECIALISTS, LLC IS HEREBY APPROVED AND ROBERT F. HARREL, JR., FIRST SELECTMAN, TOWN OF DARIEN, IS AUTHORIZED ON BEHALF OF THE BOARD OF SELECTMEN TO SIGN THIS UNDERSTANDING.

**** DR. MICELI SECONDED.**
**** MOTION PASSED UNANIMOUSLY.**

FURTHER DISCUSSION OF VISION STATEMENT TO BE INCLUDED IN THE 2005 TOWN PLAN OF DEVELOPMENT

The Board reviewed the draft vision statement. First Selectman Harrel noted that when approved, the document will go to Planning and Zoning. Mr. Warren commented that as the document nears completion, he would like to review the statement one more time and that it should be open to the public.

The Board agreed to approve the Vision Statement draft document and forward it to Planning and Zoning with a letter indicating that the Board of Selectman would like to be part of the process and that it should also be open to the public for their interaction.

CONSIDER AND TAKE ACTION ON THE REQUEST OF THE PARKS AND RECREATION DIRECTOR FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:			To:		
<u>Acct.No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct.No.</u>	<u>Account</u>	<u>Amount</u>
A0775003 83024	Repair & maint.	1,214.00	A0775002 82036	Tree Work	1,214.00
	TOTAL	1,214.00		TOTAL	1,214.00

- ** MR. WARREN MOVED TO APPROVE THE REQUEST OF THE PARKS AND RECREATION DIRECTOR FOR A TRANSFER OF APPROPRIATIONS IN THE AMOUNT OF \$1,214 FROM ACCT. A0775003-83024, REPAIR & MAINT., TO ACCT. A0775002-82036, TREE WORK, AND TO REFER IT TO THE BOARD OF FINANCE.**
- ** MS. THORNE SECONDED.**
- ** MOTION APPROVED UNANIMOUSLY.**

CONSIDER AND TAKE ACTION ON THE REQUEST FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:	Department	Account	Amount
A011002-82034	Selectmen	Software Maint & Support	1,384
A0112011-81001	Administrative Officer	Full Time Salary	581
A0112021-81002	A.O. Support Services	Part Time Salary	1,680
A0112021-81003		Seasonal & Temporary	1,364
A0112023-83008		Supplies Employee Lounge	1,701
A0112031-81002	Personnel Officer	Part Time	606
A0112032-82001		Travel	175
A0112032-82002		Conferences & Meetings	100
A0112032-82003		Training Services	918
A0112032-82006		Dues & Professional Licenses	265
A0113002-82004	RTM	Clerical Services	1,093
A0114011-81002	Finance	Part Time Salary	1,393
A0114012-82002		Conferences & Meetings	672
A0114012-82005		Employee Education/Tuition	1,500
A0114071-81002	Tax Assessor	Part Time Salary	2,028
A0117651-81002	Registrars	Part Time Salary	540
A0117651-81003		Seasonal & Temporary Salary	940
A0117662-82007	Elections	Professional Services	500
A0117662-82008		Printing	500
A0117662-82026		Rental	600
A0118002-82034	Information Technology	Software Maint & Support	6,144
A0118003-83007		Operating Supplies	1,867
A0332212-82007	Police Administration	Professional Services	21,000
A0332221-81011	Criminal Investigation	Shift Differential	1,014
A0332231-81003	Patrol	Seasonal & Temporary	2,165
A0332231-81011		Shift Differential	8,165
A0332241-81002	Records	Part Time	1,022
A0332272-82005	Training	Employee Education/Tuition	13,609
A0332291-81003	Crossing Guards	Seasonal & Temporary Salary	925
A0332314-84002	Fleet	Automobiles	10,000
A033345 I-81003	Fire Marshal	Seasonal & Temporary Salary	1,839
A0333451-81004		Overtime Salary	905
A0333452-82005		Employee Education/Tuition	1,200
A0SSIOI 1-81002	Social Services	Part Time Salary	1,629
A0551562-82030		Emergency Aid Payments	2,695
A0553011-81002	Youth	Part Time Salary	750
A0553011-81003		Seasonal & Temporary Salary	18,878
A0772001-81003	Parks & Rec	Beach & Court Seasonal & Temp	16,500
A0772001-81004		Overtime Salary	795
A0991000-82108	Benefits	Accrued Leave Redemption	5,564
A0991000-82109		Unemployment compensation	5,198
A0991000-82110		Actuarial Services	5,700
To:			
A0993006-86600		BOF Contingency	146,104

First Selectman Harrel stated that a number of accounts have favorable balances and that this transfer will sweep those balances into the Contingency account so that they can be used for transfers to accounts with unfavorable balances.

- ** DR. MICELI MOVED TO WAIVE THE READING AND APPROVE THE ABOVE STATED TRANSFER OF APPROPRIATIONS IN THE AMOUNT OF \$146,104 INTO THE CONTINGENCY ACCOUNT AND REFER IT TO THE BOARD OF FINANCE.
- ** MR. WARREN SECONDED.
- ** MOTION PASSED UNANIMOUSLY.

CONSIDER AND TAKE ACTION ON THE REQUEST FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:	Department	Account	Amount
A0116001-81004	Town Clerk	Overtime Salary	300
A0116002-82006		Dues & Professional Licenses	90
A0116002-82007		Professional Services	173
A0116002-82008		Printing	1740
A0116002-82042		Office Equip Repair & Maint.	374
A0116003-83001		Office Supplies	85
To:			
A0116002-82010		Indexing Services	2762
*****	*****	*****	*****
From:			
A0118002-82034	Information Tech	Software Maint & Support	2856
To:			
A0118002-82050		Telecommunications	2856
** ** *	***** ** *	* ** ** * ** *	** * * *
From:			
A0332242-82042	Police	Office Equip Repair & Maint	1725
To:			
A0332263—83017		Marine Gear & Supplies	1725
***** ** *	*** * *	***** ** *	* * *****
From:			
A0332312-82040	Police	Motorized Equip Repairs/Maint.	958
To:			
A0332323-83005		Heating Fuel	958
* *****	***** ** *	***** ** *	***** ** *
From:			
A033~442 -82034	Fire Commission	Software Maint & Support	1360
To:			
A0333442-82050		Telecommunications	1360

From:			
A0441011-81001	Public Works	Full Time Salary	1000
A0441011-81003		Seasonal & Temporary Salary	14
To:			
A0441013-83001		Office Supplies	1014
*****	*****	*****	*****
From:			
A0442142-82023	Public Works	Paving Services	1333
To:			
A0442142-82041		Facility Repair & Maintenance	1333
*****	*****	*****	*****
From:			
A0442141-81001	Public Works	Full Time Salary	471
A0442141-81002		Part Time	834
A0442141-81004		Overtime Salary	619
A0441012-82002		Conferences & Meetings	1135
A0442143-83006		Uniforms	74
A0442143-83014		Tires	1030
A0447011-81004		Overtime Salary	2155
A0447013-83006		Uniforms	624
A0448001-81001		Full Time Salary	1977
A0448001-81004		Overtime Salary	122
To:			
A0442143-83007		Operating Supplies	1104
A0447012-82041		Facility Repair & Maintenance	1636
A0447012-82052		Gas	1136
A0447012-82053		Potable Water	4321
A0447013-83007		Operating Supplies	305
A0448002-82050		Telecommunications	539
*****	*****	*****	*****
From:			
A0773001-81003	Parks & Rec	Seasonal & Temporary Salary	1528
To:			
A0774001-81002		Part Time Salary	1528

First Selectman Harrel stated that theses transfers are all intra-departmental from accounts with favorable balances to accounts with unfavorable balances.

- ** MR. WARREN MOVED TO WAIVE THE READING AND APPROVE THE ABOVE TRANSFER OF APPROPRIATIONS AND REFER IT TO THE BOARD OF FINANCE.**
- ** MS. THORNE SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

CONSIDER AND TAKE ACTION ON THE REQUEST FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:	Department	Account	Amount
A0993006- 86600	Contingency	BOF Contingency	79,162
To:			
A0112022- 82016	Admin Officer—Support Services	Mailing & Shipping	12,918
A0115092-82007	Legal - Town Counsel	Professional Services	25,591
A0115102- 82007	Legal - Labor Counsel	Professional Services	6,981
A0115382-82007	Legal - Regulatory Counsel	Professional Services	1,837
A0119002-82042	Probate	Office Equip Repair & Maint	1,318
A0331011-81002	Building	Part Time Salary	314
A033412- 82040	Darien Fire Department	Motorized Equip Repair/Maint.	2,740
A0333413- 83005		Heating Fuel	759
A0333442-82050	Fire Commission	Telecommunications	1,818
A0335002- 82007	Post 53	Paramedic Services	14,602
A0448002-82051	Public Works	Electricity	3,304
A0448003-83001		Office Supplies	1,199
A0552201- 81003	Senior Center	Seasonal & Temporary Salary	2,520
A0552202-82051		Electricity	616
A0552501-81002		Part Time Salary	2,645

First Selectman Harrel stated that this transfer will be from the Contingency account to a variety of accounts with unfavorable balances. Mr. Sandy Liu, from the Commission on Aging, stated he was not suggesting to not approve the transfer, however he questioned the transfers to the Senior Center stating he thought there was a deficit of less than \$1,000 in the accounts.

- ** MR. WARREN MOVED TO WAIVE THE READING AND APPROVE THE ABOVE TRANSFER OF APPROPRIATIONS IN THE AMOUNT OF \$79,162 FROM THE CONTINGENCY ACCOUNT TO VARIOUS ACCOUNTS WITH UNFAVORABLE BALANCES AND REFER IT TO THE BOARD OF FINANCE.**
- ** DR. MICELI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

CONSIDER AND TAKE ACTION ON THE REQUEST FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
	Fund Balance	28,280	A0114012-82007	Finance-Prof Services	45,341
A0993006-86600	Contingency	17,061			
	TOTAL	45,341		TOTAL	45,341

First Selectman Harrel stated that this transfer from the Contingency account is to pay bank service charges incurred that were over and above the fees paid through compensating balances.

**** MR. WARREN MOVED TO APPROVE THE REQUEST FOR A TRANSFER OF APPROPRIATIONS IN THE AMOUNT OF \$45,341 FROM ACCOUNT NO. A0993006-86600 – CONTINGENCY, TO ACCOUNT NO. A0114012-82007 - FINANCE-PROF. SERVICES, AND REFER IT TO THE BOARD OF FINANCE.**

**** MS. THORNE SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

CONSIDER AND TAKE ACTION ON THE REQUEST FOR A TRANSFER OF APPROPRIATIONS AS FOLLOWS:

RESOLVED:

THAT THE FOLLOWING TRANSFER OF APPROPRIATIONS IS APPROVED FOR REFERRAL TO THE BOARD OF FINANCE:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
A0993006-86001	Salary Contingency	70,633	A0332221-81001	Criminal Invest-FT	1,954
A0332231-81009	Patrol-Holiday Pay	4,772	A0332221-81004	Criminal Invest-OT	2,090
A0332231-81003	Patrol-Seasonal	1,780	A0332231-81001	Patrol-FT	63,582
			A0332231-81004	Patrol-OT	1,105
			A0332241-81001	Records-FT	2,878
			A0332241-81004	Records-OT	389
			A0332251-81001	Youth-FT	2,304
			A0332251-81004	Youth-OT	307
			A0332271-81001	Training-FT	2,576
	TOTAL	77,185		TOTAL	77,185

First Selectman Harrel stated that the police contract was recently signed and approved by the RTM and some of the salary accounts are over budget as a result. This transfer will adjust that.

**** MR. WARREN MOVED TO APPROVE THE ABOVE TRANSFER OF APPROPRIATIONS IN THE AMOUNT OF \$77,185 AND TO REFER IT TO THE BOARD OF FINANCE.**

**** DR. MICELI SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

REPORTS

FIRST SELECTMAN'S UPDATE

First Selectman Harrel stated that at the end of June, the Fire Department's Truck #42 was on a call when its brakes locked up and caught fire. He reported the repair cost was \$7,600 and the vehicle has been returned to duty. Ms. Thorne questioned if regular maintenance checks are made on vehicles and Mr. Warren replied that there is routine preventive maintenance on fire trucks, however this particular occurrence was due to unforeseen circumstances.

First Selectman Harrel reported that a grant application has been accepted from the State of Connecticut Department of Transportation under the DUI Enforcement program. He stated that the amount to be received is \$31,572 and it will be matched with \$8,000 of the Town's funds. He reported that a regular patrol car, not an additional vehicle, will be assigned to the task of setting up DUI stops.

Mr. Warren commented, and advised the press, that he would like to make people aware of the problem the Fire Department is facing. He stated that when a fire siren is heard, the person should immediately move as far to the right as possible and stop to let the emergency vehicle go by.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

July 7, 2003 — Regular Meeting

The following changes were made to the Minutes:

Page 1: Change Motion to: MR. WARREN MADE A MOTION TO ACCEPT, WITH REGRET, THE RESIGNATION OF JANE MAGIONCALDA.

Page 1: Change Motion to: MR. WARREN MADE A MOTION TO ACCEPT, WITH REGRET, THE RESIGNATION OF JOSEPH FICARRA.

Page 3: Fourth paragraph: Change a tax payer to Ms. Flora Smith.

- ** MR. WARREN MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 7, 2003 AS AMENDED.**
- ** DR. MICELI SECONDED.**
- ** MOTION APPROVED UNANIMOUSLY.**

July 7, 2003 – Executive Session

- ** MS. THORNE MOVED TO APPROVE THE MINUTES OF THE EXECUTIVE SESSION HELD ON JULY 7, 2003.**
- ** MR. WARREN SECONDED.**
- ** MOTION APPROVED UNANIMOUSLY.**

FORTHCOMING MEETINGS

August 18, 2003 — Regular meeting at 5:30 p.m.

September 8, 2003 — Regular meeting at 5:30 p.m.

OTHER BUSINESS

(A two-thirds majority vote is required to add an item to the agenda.)

EXECUTIVE SESSION TO MEET WITH THE TOWN COUNSEL ON LEGAL MATTERS AND DISCUSS POSSIBLE LAND ACQUISITIONS

- ** MR. WARREN MOVED TO GO INTO EXECUTIVE SESSION AT 9:25 P.M. TO MEET WITH THE TOWN COUNSEL ON LEGAL MATTERS AND DISCUSS POSSIBLE LAND ACQUISITIONS.**
- ** DR. MICELI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

Respectfully Submitted,

Donna DeVito
Telesco Secretarial Services